

Township of Barlington

Lapeer County, Michigan

Audited Financial Report
March 31, 2005

Lehn L. King

Certified Public Accountant
Marlette, Michigan

Auditing Procedures Report

Issued under P.A. 2 of 1968, as amended.

Local Government Type <input type="checkbox"/> City <input checked="" type="checkbox"/> Township <input type="checkbox"/> Village <input type="checkbox"/> Other		Local Government Name Township of Burlington	County Lapeer
Audit Date 8/10/05	Opinion Date 8/10/05	Date Accountant Report Submitted to State: 10/19/05	

We have audited the financial statements of this local unit of government and rendered an opinion on financial statements prepared in accordance with the Statements of the Governmental Accounting Standards Board (GASB) and the *Uniform Reporting Format for Financial Statements for Counties and Local Units of Government in Michigan* by the Michigan Department of Treasury.

We affirm that:

1. We have complied with the *Bulletin for the Audits of Local Units of Government in Michigan* as revised.
2. We are certified public accountants registered to practice in Michigan.


We further affirm the following. "Yes" responses have been disclosed in the financial statements, including the notes, or in the report of comments and recommendations

You must check the applicable box for each item below.

- | | |
|---|---|
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | 1. Certain component units/funds/agencies of the local unit are excluded from the financial statements. |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | 2. There are accumulated deficits in one or more of this unit's unreserved fund balances/retained earnings (P.A. 275 of 1980). |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | 3. There are instances of non-compliance with the Uniform Accounting and Budgeting Act (P.A. 2 of 1968, as amended). |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | 4. The local unit has violated the conditions of either an order issued under the Municipal Finance Act or its requirements, or an order issued under the Emergency Municipal Loan Act. |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | 5. The local unit holds deposits/investments which do not comply with statutory requirements. (P.A. 20 of 1943, as amended [MCL 129.91], or P.A. 55 of 1982, as amended [MCL 38.1132]). |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | 6. The local unit has been delinquent in distributing tax revenues that were collected for another taxing unit. |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | 7. The local unit has violated the Constitutional requirement (Article 9, Section 24) to fund current year earned pension benefits (normal costs) in the current year. If the plan is more than 100% funded and the overfunding credits are more than the normal cost requirement, no contributions are due (paid during the year). |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | 8. The local unit uses credit cards and has not adopted an applicable policy as required by P.A. 266 of 1995 (MCL 129.241). |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | 9. The local unit has not adopted an investment policy as required by P.A. 196 of 1997 (MCL 129.95). |

We have enclosed the following:

	Enclosed	To Be Forwarded	Not Required
The letter of comments and recommendations.	✓		
Reports on individual federal financial assistance programs (program audits).			✓
Single Audit Reports (ASLGU).			✓

Certified Public Accountant (Firm Name) Lehn L. King, CPA			
Street Address 3531 Main Street	City Marlette	State MI	ZIP 48453
Accountant Signature 		Date 10/19/05	

Township of Burlington
Annual Financial Report
For The Fiscal Year Ended March 31, 2005

Table of Contents

	<u>Page Number</u>
I. Independent Audit Report	1
II. Management's Discussion & Analysis (Required Supplementary Information)	MDA 1-2
III. Basic Financial Statements	
Government-wide Financial Statements:	
Statement of Net Assets.....	2
Statement of Activities.....	3
Fund Financial Statements:	
Government Funds	
Balance Sheet.....	4
Reconciliation of Fund Balances to the Statement of Net Assets.....	5
Statement of Revenue, Expenditures, & Changes in Fund Balance.....	6
Reconciliation of the Statement of Revenue, Expenditures, & Changes In Fund Balances of Governmental Funds to the Statement of Activities.....	7
Statement of Net Assets (Deficit) Fiduciary Funds.....	8
Notes to Financial Statements.....	9-15
IV. Required Supplemental Information.....	16
Budgetary Comparison Schedule	
General Fund.....	17
Major Special Revenue Funds	18

Phone 989-635-3113
Fax 989-635-5580

Members of the Township Board
Township of Burlington
Lapeer County, Michigan

Independent Auditor's Report

I have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Township of Burlington, Michigan as of and for the year ended March 31, 2005, which collectively comprise the Township's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Township of Burlington, Michigan's management. My responsibility is to express opinions on these financial statements based on my audit.

I conducted my audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluation the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinions.

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Township of Burlington, Michigan as of March 31, 2005 and the respective changes in financial position and cash flows, where applicable, thereof for the year then ended, in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis, and the budgetary comparison schedules, as identified in the table of contents, are not a required part of the basic financial statements but are supplemental information required by the Governmental Accounting Standards Board. I have applied certain limited procedures, which consisted principally of inquiries of management, regarding the methods of measurement and presentation of the required supplemental information. However, I did not audit the information and express no opinion on it.

The Audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Township of Burlington, Michigan's basic financial statements. The accompanying other supplemental information, as identified in the table of contents, is presented for the purpose of additional analysis and is not a required part of the basic financial statements. The other supplemental information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in my opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

As described in Note 1, the Township has implemented a new financial reporting model, as required by the provisions of GASB Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*, and related statements, as of April 1, 2004.

Lehn King

Lehn L. King
Certified Public Accountant

August 10, 2005

Township of Burlington

Clifford, Michigan

MANAGEMENT'S DISCUSSION AND ANALYSIS LETTER

Our discussion and analysis of the Township of Burlington's financial performance provides an overview of the Township's financial activities for the fiscal year ended March 31, 2005. Please read it in conjunction with the Township's financial statements.

Financial Highlights

The Township is in a good financial position with a General Fund Balance of \$122,418, and a Capital Improvement Fund Balance of \$131,058.

Using this Report

This annual report is presented in a format consistent with the presentation requirements of the Governmental Accounting Standards Board (GASB) Statement No.34. GASB Statement 34 implements a new model of financial reporting for state and local governments designed to enhance the usefulness of the Township's annual report.

The Township as a Whole

The Township of Burlington's fund balances are as follows:

	<u>March 31,</u> <u>2005</u>	<u>March 31,</u> <u>2004</u>
General Fund	\$ 122,418	\$ 114,312
Capital Improvement Fund	131,058	130,122
Total for Township	<u>\$ 253,476</u>	<u>\$ 244,434</u>

Township of Burlington

Clifford, Michigan

Governmental Activities

The Township of Burlington's Revenues and Expenditures can be summarized as follows:

	<u>General Fund</u>	<u>Revolving Improvement Fund</u>	<u>Total</u>
Fund Balance - Beginning of Year	\$ 114,312	\$ 130,122	\$ 244,434
Revenue Collected			
Property Taxes	61,809	-	61,809
Intergovernmental Revenue	72,120	-	72,120
Charges for Services	10,000	4,500	14,500
Transfers	5,180	-	5,180
Other	12,415	1,616	14,031
Total Revenue Collected	<u>161,524</u>	<u>6,116</u>	<u>167,640</u>
Expenditures			
General Government	63,386	-	63,386
Public Safety	47,254	-	47,254
Public Works	42,778	-	42,778
Transfers	-	5,180	5,180
Total Expenditures	<u>153,418</u>	<u>5,180</u>	<u>158,598</u>
Fund Balance - End of Year	<u>\$ 122,418</u>	<u>\$ 131,058</u>	<u>\$ 253,476</u>

Contacting the Township

This report is designed to provide our citizens, taxpayers, customers and creditors with a general overview of the Township's finances and to demonstrate the Township's accountability for the money it receives. If you have any questions about this report or need additional financial information, contact the Township at 3640 Markle Road, Clifford, Michigan or by telephone at (989) 761-7026.

Charles Oberle
Township of Burlington Supervisor

Township of Burlington

Statement of Net Assets (Deficit)

March 31, 2005

	<u>Primary Government Governmental Activities</u>
<u>Assets</u>	
Cash & Cash Equivalents	\$ 247,921.58
Receivables:	
Property Taxes	6,946.99
Other	4,075.00
Due From Other Funds	4.50
Capital Assets (Net of Accumulated Depreciation)	<u>46,300.00</u>
Total Assets	305,248.07
<u>Liabilities</u>	
Accounts Payable	<u>\$ 5,471.96</u>
Total Liabilities	<u>5,471.96</u>
Net Assets (Deficit)	
Invested in Capital Assets - Net of Related Debt	46,300.00
Unrestricted	<u>253,476.11</u>
Total Net Assets (Deficit)	<u><u>\$ 299,776.11</u></u>

The notes are an integral part of the statements.

Township of Burlington

Statement of Activities
For the Year Ended March 31, 2005

Functions/Programs Primary Government:	Program Revenues				Net (Expense) Revenue & Changes in Net Assets
	Expenses	Charges for Services	Operating Grants & Contributions	Capital Grants & Contributions	
Governmental Activities:					
General Government	\$ 63,386.16	\$ -	\$ -	\$ -	\$ (63,386.16)
Public Safety	56,513.97	14,500.00	-	-	(42,013.97)
Public Works	42,777.63	-	-	-	(42,777.63)
<u>Total Governmental Activities</u>	<u>\$ 162,677.76</u>	<u>\$ 14,500.00</u>	<u>\$ -</u>	<u>\$ -</u>	<u>(148,177.76)</u>
General Revenues:					
Property Taxes					\$ 61,809.04
State Shared Revenues					72,120.00
Interest					2,153.79
Other Revenues					11,876.88
Transfers					-
Total General Revenues, Special Items & Transfers					<u>147,959.71</u>
Change in Net Assets					(218.05)
Net Assets (Deficit) - Beginning of Year					<u>299,994.16</u>
Net Assets (Deficit) - End of Year					<u>\$ 299,776.11</u>

The notes are an integral part of the statements.

Township of Burlington

Governmental Funds Balance Sheet March 31, 2005

	<u>General Fund</u>	<u>Capital Improvement Fund</u>	<u>Total Governmental Funds</u>
<u>Assets</u>			
Cash & Certificates of Deposit	\$ 116,863.82	\$ 131,057.76	\$ 247,921.58
Property Taxes Receivable	6,946.99	-	6,946.99
Other Accounts Receivable	4,075.00	-	4,075.00
Due From Other Funds	4.50	-	4.50
	<u> </u>	<u> </u>	<u> </u>
<u>Total Assets</u>	<u>\$ 127,890.31</u>	<u>\$ 131,057.76</u>	<u>\$ 258,948.07</u>
<u>Liabilities & Fund Equity</u>			
<u>Liabilities</u>			
Accounts Payable	\$ 5,471.96	\$ -	\$ 5,471.96
Due To Other Funds	-	-	-
	<u> </u>	<u> </u>	<u> </u>
<u>Total Liabilities</u>	<u>5,471.96</u>	<u>-</u>	<u>5,471.96</u>
<u>Fund Equity</u>			
Fund Balances			
- Unreserved & Undesignated	122,418.35	131,057.76	253,476.11
<u>Total Fund Balances</u>	<u>122,418.35</u>	<u>131,057.76</u>	<u>253,476.11</u>
	<u> </u>	<u> </u>	<u> </u>
<u>Total Liabilities & Fund Equity</u>	<u>\$ 127,890.31</u>	<u>\$ 131,057.76</u>	<u>\$ 258,948.07</u>

The notes are an integral part of the statements.

Township of Burlington
Governmental Funds
Reconciliation of Fund Balances to the
Statement of Net Assets (Deficit)
For The Year Ended March 31, 2005

Total Fund Balances for Governmental Funds	\$ 253,476.11
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Amounts reported for Governmental Activities in the Statement of
Net Assets (Deficit) are different because:

Capital Assets used in Governmental Activities are not Financial Resources and are not reported in the Funds	<u>46,300.00</u>
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Net Assets of Governmental Activities	<u><u>\$ 299,776.11</u></u>
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The notes are an integral part of the statements.

Township of Burlington
Governmental Funds
Statement of Revenues, Expenditures, And Changes
in Fund Balances
For The Year Ended March 31, 2005

	<u>General Fund</u>	<u>Capital Improvement Fund</u>	<u>Total Governmental Funds</u>
<u>Revenues</u>			
Property Taxes	\$ 61,809.04	\$ -	\$ 61,809.04
State Shared Revenue	72,120.00	-	72,120.00
Charges for Services	10,000.00	4,500.00	14,500.00
Interest Earnings	537.85	1,615.94	2,153.79
Other Revenues	11,876.88	-	11,876.88
<u>Total Revenues</u>	<u>156,343.77</u>	<u>6,115.94</u>	<u>162,459.71</u>
<u>Expenditures</u>			
General Government	63,386.16	-	63,386.16
Public Safety	47,253.97	-	47,253.97
Publics Works	42,777.63	-	42,777.63
<u>Total Expenditures</u>	<u>153,417.76</u>	<u>-</u>	<u>153,417.76</u>
Excess of Revenues Over (Under) Expenditures	2,926.01	6,115.94	9,041.95
<u>Other Financing Sources (Uses)</u>			
Operating Transfers In (Out)	5,180.00	(5,180.00)	-
Net Change in Fund Balances	8,106.01	935.94	9,041.95
<u>Fund Balances - Beginning of Year</u>	<u>114,312.34</u>	<u>130,121.82</u>	<u>244,434.16</u>
<u>Fund Balances - End of Year</u>	<u>\$ 122,418.35</u>	<u>\$ 131,057.76</u>	<u>\$ 253,476.11</u>

The notes are an integral part of the statements.

Township of Burlington
Governmental Funds
Reconciliation of Statement of Revenues, Expenditures,
and Changes in Fund Balances of Governmental Funds
to the Statement of Activities
For The Year Ended March 31, 2005

Net Change in Fund Balances - Total Governmental Funds \$ 9,041.95

Amounts reported for Governmental Activities in the Statement of
Activities are different because:

Governmental Funds report Capital Outlays as Expenditures;
in the Statement of Activities, these costs are capitalized and
allocated over their estimated useful lives as Depreciation -

Depreciation is an Expenditure for the Statement of
Activities, but is not reported in the Governmental Funds (9,260.00)

Net Assets of Governmental Activities \$ (218.05)

The notes are an integral part of the statements.

Township of Burlington

Statement of Net Assets (Deficit)

Fiduciary Funds

March 31, 2005

	<u>Fiduciary Fund Types</u>	
	<u>Agency Funds</u>	
	<u>Current Tax Collection Fund</u>	<u>Totals March 31, 2005</u>
<u>Assets</u>		
Cash - Savings & Certificates	\$ 4.50	\$ 4.50
<u>Total Assets</u>	<u>\$ 4.50</u>	<u>\$ 4.50</u>
 <u>Liabilities & Fund Balance</u>		
<u>Liabilities</u>		
Due To Other Funds	\$ 4.50	\$ 4.50
<u>Total Liabilities</u>	<u>4.50</u>	<u>4.50</u>
 <u>Fund Balances</u>		
Unreserved & Undesignated	-	-
<u>Total Fund Balances</u>	<u>-</u>	<u>-</u>
<u>Total Liabilities & Fund Balances</u>	<u>\$ 4.50</u>	<u>\$ 4.50</u>

The notes are an integral part of the statements.

Township of Burlington
Notes to the Financial Statements
For The Year Ended March 31, 2005

The accounting methods and procedures adopted by the Township of Burlington, Lapeer County, Michigan, conform to generally accepted accounting principles as applied to governmental entities. The following notes to the financial statements are an integral part of the Townships Comprehensive Annual Financial Report.

1. Summary of Significant Accounting Policies

Financial Reporting Entity

The Township was incorporated under the laws of the State of Michigan and operates as a General Law Township, with a Township Board form of government. As required by generally accepted accounting principles, the financial statements of the reporting entity include those of the Township (the primary government) and its component units. The component units discussed below are included in the Township reporting entity because of the significance of their operational or financial relationships with the Township.

Component Units - In conformity with generally accepted accounting principles, the financial statements of component units have been included in the financial reporting entity either as blended component units or discretely presented component units. The Township has **no** component units.

Government-wide and Fund Statements Fund

The Government-wide Financial Statements (i.e., the Statement of Net Assets (Deficit) and the Statement of Activities) report information on all the nonfiduciary activities of the Township (the primary government). The effect of interfund activity has been removed from these statements. Governmental activities, normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. Likewise, the primary government is reported separately from certain legally separate component units for which the primary government is financially accountable.

The statement of activities demonstrates the degree to which the direct expenses of a given function (governmental activities) or identifiable activity (business-type activities) are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or activity. Program revenues include: (1) charges to customers or applicants who purchase, use or directly benefit from goods, services, or privileges provided by a given function or activity; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or activity. Taxes and other revenue items properly excluded from program revenues are reported as general revenue.

Separate financial statements are provided for governmental funds, and fiduciary funds, even though the latter are excluded from the Government-wide Financial Statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

The Township reports the following major governmental funds:

General Fund - The General Fund is the Township's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

Capital Improvement Fund - This fund accounts for the accumulation of funds for the payment of capital improvements. Funding is provided primarily from a contract with Koylton Township and the interest earned from the various investments..

Additionally, the Township reports the following fund types:

Tax Collection Fund - The Tax Collection Fund accounts for assets held by the Township in a trustee capacity or as an agent for individuals, organizations, or other governments.

Township of Burlington
Notes to the Financial Statements
For The Year Ended March 31, 2005

Measurement Focus and Basis of Accounting

The Government-wide Financial Statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund and fiduciary fund financial statements. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental Fund Financial Statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized in the accounting period in which they become susceptible to accrual - that is, when they become both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities of the current period, generally collected within 60 days of the end of the current fiscal period. Revenues susceptible to accrual include property taxes, intergovernmental revenues, special assessments, licenses, charges for services, and interest. All other revenue items are considered to be available only when cash is received by the Township. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, and claims and judgments are recorded only when payment is due.

Cash - The Township does not pool cash resources of its various funds to facilitate the management of cash. Cash applicable to a particular fund is readily identifiable. The balance in the cash accounts is available to meet current operating requirements. Cash in excess of current requirements is invested in various interest-bearing securities and disclosed as part of the Township's investments.

Investments - Debt securities are valued at cost since it is generally the policy of the Township to hold such investments until they mature.

Due to and Due From Other Funds - Interfund receivables and payables arise from interfund transactions and are recorded by all funds affected in the period in which transactions are executed. Any residual balances outstanding between the governmental activities and the business-type activities are reported in the government-wide financial statements as "internal balances."

Property Tax Revenues - Property taxes are levied on December 1 based on the assessed value of property as listed on the previous December 31. Assessed values are an approximation of market value. A revaluation of all real property must be made every year.

Vacation, Sick Leave, & Other Compensated Absences - The Township does not have any contracts or agreements with its employees or elected officials which require the payment of compensation during absence from duty nor do any such benefits vest to the right of the employee or elected official.

Capital Assets - Capital assets, which include buildings and equipment, are reported in the applicable governmental column in the Government-wide Financial Statements. Capital assets are defined by the Township as assets with an initial individual cost of more than \$1,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

Capital assets are depreciated using the straight-line method over the following useful lives:

Buildings & Building Improvements	20 to 50 years
Machinery & Equipment	3 to 25 years

Township of Burlington
Notes to the Financial Statements
For The Year Ended March 31, 2005

Long-Term Obligations - In the Government-wide Financial Statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund statement of net assets. Bond premiums and discounts, issuance costs, and the deferred amount on refunding are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount and deferred amount on refunding. Bond issuance costs are reported as deferred charges and amortized over the term of the related debt.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts are reported as other financing uses. Issuance costs are reported as debt service expenditures.

Fund Equity - In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

Use of Estimates - The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the period. Actual results could differ from those estimates.

Accounting Changes

GASB Statement No. 34 - Effective April 1, 2004, the Township implemented the provisions of Governmental Accounting Standards Board Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments* (GASB No. 34). Changes to the Township's financial statements as a result of GASB No. 34 are as follows:

- A management's discussion and analysis (MD&A) section providing analysis of the Township's overall financial position and results of operations has been included.
- Government-wide Financial Statements (statement of net assets (deficit) and statement of activities) prepared using full accrual accounting for all of the Township's activities have been provided.
- Capital assets in the governmental activities column of the statement of net assets (deficit) includes assets not previously accounted for by the Township as well as assets previously reported in the General Fixed Assets Account Group. In addition, the governmental activities column includes bonds and other long-term obligations previously reported in the General Long-term Debt Account Group.
- The fund financial statements focus on major funds rather than fund types.

Township of Burlington
Notes to the Financial Statements
For The Year Ended March 31, 2005

2. Stewardship, Compliance, and Accountability

Budgetary Information

The Township is legally subject to the budgetary control requirements of State of Michigan P.A. 621 of 1978 (the Uniform Budgeting Act). The following statements represent a brief synopsis of the major provisions of this Act:

1. Budgets must be adopted for the General Fund and Special Revenue Funds.
2. The budgets must be balanced. The balanced budget may include a contribution to or appropriation from fund balance.
3. The budgets must be amended when necessary.
4. Debt cannot be entered into unless permitted by law.
5. Expenditures cannot exceed budget appropriations.
6. Expenditures cannot be made unless authorized in the budget.
7. Public hearings must be held before budget adoptions.

In the body of the financial statements, the Township actual expenditures and budgeted expenditures for the budgetary funds have been shown on a functional basis. The budget is used by the Township Council as a management tool during the year for all budgetary funds. The budgets are adopted on a cash basis, which is not consistent with generally accepted accounting principles. Budgetary control is exercised at the departmental level. Budgets for the General Fund and the Special Revenue Funds are presented in the required supplemental information.

During the year ended March 31, 2005, the Township incurred expenditures in certain budgetary funds which were in excess of the amounts appropriated, as follows:

	<u>Total</u> <u>Appropriations</u>	<u>Amount of</u> <u>Expenditures</u>	<u>Budget</u> <u>Variance</u>
<u>General Fund</u>			
General Office	\$ 10,025	\$ 12,217	\$ 2,192
Elections	1,795	2,782	987
Roads	38,943	39,758	815
Drains At Large	1,600	3,020	1,420
<u>Capital Improvement Fund</u>			
Transfers Out	-	5,180	5,180

Township of Burlington
Notes to the Financial Statements
For The Year Ended March 31, 2005

3. Cash and Investments

Michigan Compiled Laws, Section 129.91, authorizes the Local Unit to deposit and invest in the accounts of Federally insured banks, credit unions, and savings and loan associations; bonds, securities and other direct obligations of the United States, or any agency or instrumentality of the United States; United States government or Federal agency obligation repurchase agreements; bankers' acceptance of United States banks; commercial paper rated by two standard rating agencies within the two highest classifications, which mature not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions which are rated investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan. Financial institutions eligible for deposit of public funds must maintain an office in Michigan.

At year end, the deposits and investments were reported in the basic financial statements in the following categories:

	<u>Governmental Activities</u>	<u>Fiduciary - Trust & Agency Funds</u>	<u>Total Primary Government</u>
Cash & Cash Equivalents	\$ 247,922	\$ 5	\$ 247,927

The Township's deposits are in accordance with statutory authority. As of March 31, 2005, the balance sheet carrying amount of cash deposits was \$247,922. The bank balance as of March 31, 2005, was \$247,922, of which \$206,656 was covered by FDIC insurance.

All cash deposits and investments of the Township are held by the Township in the Township's name.

The GASB Statement 3 risk disclosures for the Local Unit's investments are as follows:

	<u>Category</u>			<u>Carrying Value</u>	<u>Market Value</u>
	<u>(1)</u>	<u>(2)</u>	<u>(3)</u>		
Investments	\$ -	\$ -	\$ -	\$ -	\$ -
U.S. Government Securities	-	-	-	-	-
Total Investments	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

The cash and investments that are represented by specific identifiable investment securities are classified as to credit risk by the three categories described below:

Category 1	Insured or registered, or securities held by the Township or its agent in the Township's name.
Category 2	Uninsured and unregistered, with securities held by the counterparty's trust department or agent in the Township's name.
Category 3	Uninsured and unregistered, with securities held by the counterparty, or by its trust department or agent but not in the Township's name.

Township of Burlington

Notes to the Financial Statements
For The Year Ended March 31, 2005

4. Property Taxes

The Township is responsible for assessing, collecting, and distributing property taxes in accordance with enabling state legislation. Property taxes become a lien on the first day of December of the levy year and may be paid by the following February 14.

The Township levied the following taxes:

General Government Services 1.6463 mills

5. Capital Assets

Capital Assets activity of the Township's governmental activities (and business-type) was as follows:

	<u>Balance April 1, 2004</u>	<u>Additions</u>	<u>Disposals & Adjustments</u>	<u>Balance March 31, 2005</u>
Governmental Activities:				
Capital Assets Being Depreciated:				
Fire Equipment	<u>\$ 231,500</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 231,500</u>
Total Capital Assets being Depreciated	<u>231,500</u>	<u>-</u>	<u>-</u>	<u>231,500</u>
Accumulated Depreciation:				
Fire Equipment	<u>175,940</u>	<u>9,260</u>	<u>-</u>	<u>185,200</u>
Total Accumulated Depreciation	<u>175,940</u>	<u>9,260</u>	<u>-</u>	<u>185,200</u>
Net Capital Assets being Depreciated	<u>\$ 55,560</u>	<u>\$ (9,260)</u>	<u>\$ -</u>	<u>\$ 46,300</u>

Depreciation expense was charged to programs of the primary government as follows:

Governmental Activities:	
Public Safety	<u>\$ 9,260</u>
Total Governmental Activities	<u>\$ 9,260</u>

6. Deficit Fund Balance or Retained Earnings Balances of Individual Funds

None

7. Comparative Data

Comparative total data for the prior year has not been presented.

8. Long -Term Debt

The Township does not have any long-term debt

Township of Burlington
Notes to the Financial Statements
For The Year Ended March 31, 2005

9. Building Permits

The Township does not issue building permits. Building permits are issued by the County of Lapeer.

10. Post Employment Benefits

The Township does not provide any post employment benefits.

11. Pension Plan

The Township has a defined contribution plan covering all elected officials and full-time employees. Pension expense for the year ended March 31, 2005, was \$6,749.26.

12. Interfund Receivables, Payables, & Transfers

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as "Due from other funds" or "Due to other funds" on the balance sheet. The amounts of interfund receivables and payables are as follows:

	<u>Due From Other Funds</u>		<u>Due To Other Funds</u>
General Fund	\$ 5	Tax Collection Fund	\$ 5
Total	<u>\$ 5</u>		<u>\$ 5</u>

Interfund Transfers reported in the Fund Statements are as follows:

	<u>Operating Transfers In</u>		<u>Operating Transfers Out</u>
General Fund	\$ 5,180	Capital Improvement Fund	\$ 5,180

13. Risk Management

The Township is exposed to various risks of loss related to property loss, torts, errors and omissions, employee injuries, as well as medical and workman's compensation benefits provided to employees. The Township has purchased commercial insurance for the various risks of loss stated above.

Settled claims for the commercial insurance have not exceeded the amount of coverage in any of the past three years. There was no reduction in coverage's obtained through commercial insurance during the past year.

Required Supplemental Information

Township of Burlington
Required Supplemental Information
Budgetary Comparison Schedule
General Fund
For The Year Ended March 31, 2005

	General Fund			Variance with
	Original Budget	Amended Budget	Actual	Amended Budget
<u>Revenues</u>				
Property Taxes	\$ 55,878.00	\$ 55,878.00	\$ 61,809.04	\$ 5,931.04
State Shared Revenues	73,000.00	73,000.00	72,120.00	(880.00)
Charges for Services	24,500.00	24,500.00	10,000.00	(14,500.00)
Interest Earnings	800.00	800.00	537.85	(262.15)
Other Revenues	100.00	100.00	11,876.88	11,776.88
<u>Total Revenues</u>	154,278.00	154,278.00	156,343.77	2,065.77
<u>Expenditures</u>				
General Government				
Township Board	4,000.00	4,000.00	4,000.00	-
General Office	10,025.00	10,025.00	12,216.59	(2,191.59)
Clerk	11,850.00	11,850.00	11,809.67	40.33
Treasurer	12,315.00	12,315.00	11,095.80	1,219.20
Supervisor	6,600.00	6,600.00	6,600.00	-
Assessor	10,135.00	10,135.00	9,969.29	165.71
Elections	1,795.00	1,795.00	2,782.31	(987.31)
Professional Services	200.00	200.00	162.50	37.50
Board of Review	515.00	515.00	450.00	65.00
Hall Rent	4,000.00	4,000.00	4,000.00	-
Cemetery	300.00	300.00	300.00	-
<u>Total General Government</u>	61,735.00	61,735.00	63,386.16	(1,651.16)
Public Safety				
Emergency Response	2,700.00	2,700.00	598.59	2,101.41
Fire Protection	61,405.00	61,405.00	46,655.38	14,749.62
<u>Total Public Safety</u>	64,105.00	64,105.00	47,253.97	16,851.03
Public Works				
Roads	38,943.00	38,943.00	39,757.52	(814.52)
Drains At Large	1,600.00	1,600.00	3,020.11	(1,420.11)
<u>Total Public Works</u>	40,543.00	40,543.00	42,777.63	(2,234.63)
<u>Total Expenditures</u>	166,383.00	166,383.00	153,417.76	12,965.24
Excess of Revenues Over (Under) Expenditures	(12,105.00)	(12,105.00)	2,926.01	15,031.01
<u>Other Financing Sources (Uses)</u>				
Operating Transfers In (Out)	-	-	5,180.00	5,180.00
Excess of Revenues & Operating Transfers In Over (Under) Expenditures & Operating Transfers Out	(12,105.00)	(12,105.00)	8,106.01	20,211.01
<u>Fund Balance - Beginning of Year</u>	118,983.00	118,983.00	114,312.34	(4,670.66)
<u>Fund Balance - End of Year</u>	\$ 106,878.00	\$ 106,878.00	\$ 122,418.35	\$ 15,540.35

Township of Burlington
Required Supplemental Information
Budgetary Comparison Schedule
Capital Improvement Fund
For The Year Ended March 31, 2005

	<u>Original Budget</u>	<u>Amended Budget</u>	<u>Actual</u>	<u>Variance with Amended Budget</u>
<u>Revenues</u>				
Fire Equipment Contract	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ -
Interest Earnings	1,520.00	1,520.00	1,615.94	95.94
<u>Total Revenues</u>	<u>6,020.00</u>	<u>6,020.00</u>	<u>6,115.94</u>	<u>95.94</u>
<u>Expenditures</u>				
Miscellaneous	-	-	-	-
<u>Total Expenditures</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Excess of Revenues Over (Under) Expenditures</u>	6,020.00	6,020.00	6,115.94	95.94
<u>Other Financing Sources</u>				
Operating Transfers In (Out)	-	-	(5,180.00)	(5,180.00)
<u>Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses</u>	6,020.00	6,020.00	935.94	(5,084.06)
<u>Fund Balance - Beginning of Year</u>	<u>125,167.00</u>	<u>125,167.00</u>	<u>130,121.82</u>	<u>4,954.82</u>
<u>Fund Balance - End of Year</u>	<u>\$ 131,187.00</u>	<u>\$ 131,187.00</u>	<u>\$ 131,057.76</u>	<u>\$ (129.24)</u>

Phone 989-635-3113
Fax 989-635-5580

August 10, 2005

Members of the Township Board
Township of Burlington
Lapeer County, Michigan

In accordance with your request, I have made an examination of the financial statements of Township of Burlington for the fiscal year ended March 31, 2005. During the course of my examination the following item came to my attention:

1. Per P.A. 621 of 1968, the board does not have authorization to spend money that exceeds the budget. The budget must be amended prior to being exceeded. Amendments to the budget must be detailed as to the increase and decrease amount of each line item being changed.

From an overall viewpoint, the Township of Burlington is in good financial condition, and the financial records maintained by the Township Clerk & Treasurer are in good order.

I thank the Township officials and employees for the cooperation I received in the completion of this examination.

Sincerely,

Lehn King

Lehn L. King
Certified Public Accountant